

**REPORT TO THE SENATE ARMED SERVICES  
COMMITTEE AND THE HOUSE OF REPRESENTATIVES  
NATIONAL SECURITY COMMITTEE**

**on**

**Department of Defense  
Animal Care and Use Programs 1993**

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## **APPENDIX A**

### **Joint Regulation: The Use of Animals in DoD Programs**

## Research and Development

# The Use of Animals in DOD Programs

**Summary.** This regulation, as revised, has been retitled "The Use of Animals in DOD Programs." It creates uniform policies, procedures, and responsibilities among Department of Defense (DOD) components involved in the use of animals as outlined in this regulation. This regulation references pertinent Federal statutes and regulations and other standards related to the care and use of animals. It establishes policies regarding the care and use of animals. It also sets requirements for monitoring the care and use of animals whether performed by DOD personnel or contract or grant recipients. This regulation implements DOD Directive (DODD) 3216.1.

**Applicability.** This regulation applies to the active components of the military services. It also applies to Reserve Components engaged in activities involving the use of animals as defined in this regulation.

**Impact on New Manning System.** This regulation does not contain information that affects the New Manning System.

**Supplementation.** Army supplementation of this regulation is prohibited without prior approval of HQDA(DASG-RDZ),

WASH DC 20310. Send requests for exception, with justification, through command channels to HQDA(DASG-RDZ). Other DOD component supplements will be administered through the appropriate component offices listed in appendix A, according to individual component policies.

**Interim changes.** Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on their expiration date unless sooner superseded or rescinded.

**Suggested improvements.** The proponent agency of this regulation is the Office of The Surgeon General. Army users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA(SGRD-OP), Fort Detrick, MD 21701. Other DOD users should submit their comments and suggested improvements through the appropriate component offices listed in appendix A according to individual component policies.

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Clause 52.235-7003

## Glossary

## 1. Purpose

This regulation sets policies, procedures, and responsibilities for using animals in DOD programs. As revised, this regulation covers transportation, care, use, review, reporting, and certain public affairs aspects for—

- a. Research, development, test, and evaluation (RDTE).
- b. Clinical investigation.
- c. Diagnostic purposes.
- d. Instructional programs or exhibitions in military departments and Defense agencies (DOD components).

## 2. References

Related publications are listed below. (A related publication is merely a source of additional information. The user does not have to read it to understand this regulation.)

- a. AFR 125-5 (USAF Military Working Dog (MWD) Program).
- b. AR 40-654 (Veterinary Services Nutritional Standards for Military Working Dogs).
- c. AR 40-905 (Veterinary Health Services).

\*This regulation supersedes AR 70-18, 8 October 1976; SECNAVINST 3900.38A, 21 March 1977; AFR 169-2, 15 October 1982; DNAINST 3216.1B, 4 June 1982; and USUHSINST 3203, 17 December 1982.

d. AR 40-920/AFR 163-9 (Veterinary Laboratory Services).

e. AR 190-12 (Military Police Working Dogs).

f. AR 700-81/AFR 400-8/NAVINST 10570.1/MCO 105-0.1 (DOD Dog Program).

g. NIH 80-23 (Guide for the Care and Use of Laboratory Animals), Institute of Laboratory Animal Resources, National Resource Council. (This guide is available from the Division of Research Resources, National Institutes of Health, Bethesda, MD 20205.)

h. NIH 80-1520 (National Primate Plan), Interagency Research Animal Committee. (This plan is available from the Division of Research Resources, National Institutes of Health, Bethesda, MD 20205.)

i. SECNAVINST 3900.41 (Procurement, Transport, and Maintenance of Marine Mammals).

### 3. Explanation of abbreviations and terms

Abbreviations and special terms used in this regulation are explained in the glossary.

### 4. Responsibilities

a. The Under Secretary of Defense for Research and Engineering (USDR&E) will—

(1) Issue policies and procedural guidance under DODD 3216.1 concerning animal use.

(2) Allocate nonhuman primate resources to DOD agencies when their requirements exceed the number of animals available for DOD use.

(3) Designate a veterinarian as the DOD representative to the Interagency Research Animal Committee (IRAC). (This was formerly the Interagency Primate Steering Committee.) This person must have the proper rank or grade and experience. He or she must also be a diplomate of the American College of Laboratory Animal Medicine.

b. The Surgeons General of the Army, Navy, and Air Force; the Directors, Defense Advanced Research Projects Agency and Defense Nuclear Agency; and the President, Uniformed Services University of the Health Sciences will—

(1) Supervise the use of animals by their DOD components and implement this regulation.

(2) Establish a joint working group to identify and conserve nonhuman primate resources. The working group will be chaired by the DOD representative to the IRAC. This group will—

(a) Share primates and data.

(b) Transfer primates between DOD components.

(c) Establish primate breeding programs.

(3) Establish and provide representatives to a joint technical working group (JTWG). The JTWG will assist in the—

(a) Periodic review of the care and use of animals in DOD programs.

(b) Matters related to developing and issuing joint regulations implementing DODD 3216.1.

c. The Army Assistant Surgeon General for Research and Development (DASG-RDZ), as executive agent, will—

(1) Develop, with other DOD components, plans and procedures to insure adequate supplies of nonhuman primates and other species needed to meet DOD requirements. Plans will be sent to the USDR&E for approval.

(2) Develop and issue joint regulations to implement DODD 3216.1.

d. The Chief, US Army Veterinary Corps, will serve as consultant to the USDR&E for technical and professional matters concerning this regulation.

e. DOD component offices listed in appendix A will administer this regulation.

f. Local commanders will insure that—

(1) RDTE, clinical investigation, diagnostic procedures, or instructional programs are conducted in laboratories that conform to the standards and guidelines cited in this regulation. If there is conflict between the standards of humane care and use of animals, the most humane standards will be used.

(2) Local animal care and use, procurement, and transportation policies and procedures comply with this regulation.

(3) Animals used or intended to be used will experience no unnecessary pain, suffering, or stress, and their use will meet valid DOD requirements.

(4) Alternatives to animal species will be used if they produce scientifically satisfactory results.

(5) Dogs, cats, or nonhuman primates are not used in research conducted to develop nuclear, biological, or chemical weapons.

### 5. Accreditation

All DOD organizations having animals (other than military working, recreational, and ceremonial) will seek accreditation by the American Association for Accreditation of Laboratory Animal Care (AAALAC).

### 6. Statutes, regulations, and standards

a. The Laboratory Animal Welfare Act of 1966, as amended, and its implementing regulations require licensing of dealers, identification of animals, maintenance of records, submission of reports, and compliance with standards for the humane handling, care, treatment, and transportation of animals by dealers and research facilities (sections 2131-2156, title 7, United States Code (7 USC 2131-2156) and parts 1-4, title 9, Code of Federal Regulations (CFR 1-4)).

b. The Endangered Species Act of 1973, as amended,

and its implementing regulations provide a program, under the Department of the Interior, for conserving threatened and endangered species (16 USC 1531-1543) (50 CFR 10-14, 17, and 217-222). The Marine Mammal Protection Act of 1972, as amended, and its implementing regulations provide a similar program, under the National Oceanic and Atmospheric Administration, for marine mammals and marine mammal products (16 USC 1361-1384) (50 CFR 10-14, 18, and 216). These acts require the US Government to acquire permits, maintain records, make reports, and perform inspections on the care and handling of animals.

c. The Lacey Act prohibits the importation of certain wild animals or their eggs if the Secretary of the Interior determines that they are injurious to humans, the interests of agriculture, or other specified national interests. These wild animals and their eggs are identified within the Lacey Act documentation (18 USC 42) (50 CFR 16 and subpart B).

d. Regulations on the use of harmful or dangerous viruses, serums, toxins, and other similar agents in animals used in research facilities producing or testing biological products are presented in 21 USC 154 and 9 CFR 117.

e. Regulations on the import and export of animals, their shipment interstate and intrastate, and the requirements for their quarantine and inspection are presented in the following documents: 5 USC 301; 19 CFR 120; 21 USC 111-113, 114a, 115-117, 120-126, and 151-158; 9 CFR 71-97 and 122; 42 USC 216 and 264-272; and 42 CFR 71-72.

f. The Department of Health and Human Services provides additional guidance on housing, caring for, and using laboratory animals. Guidance is in NIH 80-23, "Guide for the Care and Use of Laboratory Animals."

g. The Department of Health and Human Services provides guidance on the supply and use of laboratory primates in NIH 80-1520, "National Primate Plan."

## 7. Animal use proposals

a. Proposals, whether conducted or sponsored by DOD components, that involve using animals will be written. They will include the following information:

- (1) Objectives.
- (2) Discussion of the need to perform the experiment, procedure, or demonstration.
- (3) Review or summary of the scientific literature or experience that led to the proposal.
- (4) Rationale for using the animal species and proposed numbers.
- (5) Design of the experiment, procedure, or demonstration.

b. The description of methods used in animal experiments, procedures, or demonstrations should be

complete and sufficient to indicate that pain and discomfort are minimized without compromising objectives of the experiment. Justification must be given for not using proper drugs when the procedures may cause pain or discomfort.

## 8. Animal care and use procedures

a. The local commanders of each DOD organization conducting or sponsoring activities involving animals in RDTE, clinical investigation, diagnostic procedures, or instructional programs will form a committee(s) to oversee the care and use of animals.

b. Committee(s) appointed by the local commander will be made up of at least three members. At least one person will not be involved in the proposed project and at least one member will be a veterinarian. Committee(s) will submit recommendations and be responsible to the local appointing official.

c. The committee(s) will—

(1) Periodically review all aspects of animal care to insure established policies, standards, and regulations are complied with.

(2) Review all protocols or proposals to insure that—

(a) The information sought by the use of animals is sufficiently important to warrant their use.

(b) The design of the experiment, procedure, or demonstration is adequate.

(c) The maximum amount of information consistent with good scientific research practice is obtained.

(d) The minimum number of animals needed for scientific validity is used.

(e) The model selected is the most suitable, based on consideration of the the experimental design, potential alternatives, and laboratory limits.

(f) The use of drugs to minimize pain or discomfort is adequate.

(g) Established policies on the use of animals are complied with.

d. Commanders responsible for working animals or recreational or ceremonial animals will regularly review and oversee their activities. The oversight will involve the local official attending veterinarian.

## 9. Centralized review of nonhuman primate use

a. Proposals involving the use of nonhuman primates will receive an additional centralized review by the proper DOD component office (app A). This review will conform with the criteria of NIH 80-1520. A centralized review will confirm that—

(1) The proposed research can be done only with nonhuman primates and that no other species or test system could produce comparable results.

(2) The species of nonhuman primates proposed for

use is the most suitable and that some more plentiful species would not be adequate.

(3) The number of nonhuman primates proposed is the minimum that will produce scientifically acceptable results.

(4) The nonhuman primates will not be euthanized during or at the end of the study except in cases requiring this as part of the investigation.

(5) If euthanasia is needed, positive action will be taken to share body material when feasible.

b. Each DOD organization using animals will establish review procedures and apply the criteria outlined in paragraph 6a and b. Protocols or proposals that involve using nonhuman primates must be reviewed and approved. The local DOD organization will send one copy of each protocol or proposal to the proper DOD office for centralized review.

#### 10. Contracts and grants

a. RDTE, clinical investigation, diagnostic procedures, or instructional programs involving animals sponsored by a grant, award, loan, or contract from a DOD component will be conducted in facilities that conform to the standards and guidelines cited in this regulation. When conflict between the standards for humane care and use of animals exists, the most humane standards will be used.

b. Each DOD component sponsoring RDTE, clinical investigations, diagnostic procedures, or instructional programs involving animals will insure that the following criteria are met:

(1) Proposals or protocols are prepared according to paragraph 7 and reviewed using the criteria summarized in paragraph 8c and, where applicable, as outlined in paragraph 9.

(2) The care and use of animals are in compliance with prescribed standards and policies and that recipients of funds provide appropriate assurances of compliance. Assurances will include written statements from the recipient's animal care and use committee or other responsible official. Written statements will certify that the laboratories are accredited by AAALAC or that the care and use of animals will be done according to NIH 80-23 or other applicable Federal permits or regulations. The written assurances will also state that the protocol or proposal has been reviewed and approved by the local animal care and use committee or attending veterinarian. Site visits to assess animal care and use will be made as appropriate; the site visit team will include a person knowledgeable in laboratory animal science.

c. All contracts or grants by DOD that may involve using laboratory animals will contain clause 52.235-7003 of the DOD—Federal Acquisition Regulations Supplement (DOD—FAR) (app B).

#### 11. Animal programs in foreign countries

To the extent that the local situation permits, research in foreign countries conducted by DOD personnel or sponsored by DOD funds will comply with the requirements of this regulation.

#### 12. Use of DOD facilities

The use of animals jointly with or on behalf of other DOD, Federal, or civilian agencies in DOD facilities will comply fully with this regulation.

#### 13. Release of information

a. If information about investigations using animals is released in a timely manner, public understanding and acceptance is likely to increase. This is especially so when it is shown that investigation results—

(1) Help solve military problems.

(2) Contribute to improved health and welfare of man and domestic animals.

b. Releasing information about an experiment involving animals before the experiment is completed should be the exception rather than the rule.

c. Material proposed for release to both the scientific community and the public will contain full information relevant to humane procedures used.

d. Publications describing the use of animals involving RDTE, clinical investigation, or instruction will include a statement of compliance with the Animal Welfare Act, when applicable. Publications should also include a statement declaring adherence to the principles enunciated in NIH 80-23.

e. Special attention must be devoted to insuring that all material (written, oral, and visual) will be acceptable to a wide audience, including lay as well as scientific readers, regarding specific techniques involving animals.

f. DOD components will develop public affairs policies, including the specific criteria mentioned in this paragraph. Local commanders will use these criteria when reviewing publishable written and presented materials involving animals.

#### 14. Reports and inspections

a. DOD organizations do not register with the Secretary of Agriculture under the Animal Welfare Act but organizations holding or using animals subject to that Act are subject to inspection. Such organizations will submit reports to the US Department of Agriculture (USDA) as required by USDA regulations implementing the Animal Welfare Act.

b. All DOD organizations using animals subject to this regulation will submit copies of each USDA report, and other data as directed, to the proper office cited in appendix A.

## Appendix A DOD Component Offices

Assistant Surgeon General for Research and Development

Department of the Army

ATTN: DASG-RDZ

Washington, DC 20310

Commander

Aerospace Medical Division (AFSC)

ATTN: AMD/RD

Brooks Air Force Base, TX 78235

Commander

Naval Medical Command (MEDCOM-02E)

Washington, DC 20372

Director

Defense Advanced Research Projects Agency

ATTN: Administrative Office

1400 Wilson Boulevard

Arlington, VA 22209

Director

Defense Nuclear Agency

ATTN: OAMA

6801 Telegraph Road

Alexandria, VA 22310

President

Uniformed Services University of the Health Sciences

ATTN: ADO

4301 Jones Bridge Road

Bethesda, MD 20814

## Appendix B Department of Defense—Federal Acquisition Regulations Supplement Clause 52.235-7003

Extracted from the DOD—Federal Acquisition Regulations Supplement

35.071(d) Care of Laboratory Animals. In compliance with law and in furtherance of the Department of Defense policy that all aspects of investigative programs involving the use of experimental or laboratory animals be humanely conducted in accordance with recognized principles, the following clause shall be included in all contracts awarded in the United States, its possessions, and Puerto Rico, which may involve the use of such animals.

### 52.235-7003 CARE OF LABORATORY ANIMALS (1974 APR)

(a) Before undertaking performance of any contract involving the use of laboratory animals, the Contractor shall register with the Secretary of Agriculture of the United States in accordance with Section 6, P.L. 89-544, Laboratory Animal Welfare Act, 24 August 1966 as amended by P.L. 91-579, Animal Welfare Act of 1970, 24 December 1970. The Contractor shall furnish evidence of such registration to the contracting officer.

(b) The Contractor shall acquire animals used in research and development programs from a dealer licensed by the Secretary of Agriculture or from exempted sources in accordance with the Public Laws enumerated in (a) above.

(c) In the care of any live animals used or intended for use in the performance of this contract, the Contractor shall adhere to the principles enunciated in the "Guide for Care and Use of Laboratory Animals" prepared by the Institute of Laboratory Animal Resources, National Academy of Sciences—National Research Council, and in the United States Department of Agriculture's regulations and standards issued under the Public Laws enumerated in (a) above. In the case of conflict between standards, the higher standard shall be used. Contractor reports on portions of the contract in which animals were used shall contain a certificate stating that the animals were cared for in accordance with the principles enunciated in the "Guide for Care and Use of Laboratory Animals" prepared by the Institute of Laboratory Animal Resources, NAS-NRC, and/or in the regulations and standards as promulgated by the Agricultural Research Service, USDA, pursuant to the Laboratory Animal Welfare Act of 24 August 1966, as amended (P.L. 89-544 and P.L. 91-579).

*Note:* The Contractor may request registration of his facility and a current listing of licensed dealers from the Regional Office of the Animal and Plant Health Inspection Service (APHIS), USDA, for the region in which his research facility is located. The location of the appropriate APHIS Regional Office as well as information concerning this program may be obtained by contacting the Senior Staff Officer, Animal Care Staff, USDA/APHIS, Federal Center Building, Hyattsville, Maryland, 20782.

(End of clause)



## Glossary

### Section I

#### Abbreviations

AAALAC.. American Association for Accreditation of  
Laboratory Animal Care  
DAR ..... Defense Acquisition Regulations  
DOD ..... Department of Defense  
DODD..... Department of Defense directive  
JTWG ..... joint technical working group  
RDTE ..... research, development, test, and  
evaluation  
USDA ..... US Department of Agriculture  
USDR&E .. Under Secretary of Defense for Research  
and Engineering  
USUHS .... Uniformed Services University of the  
Health Sciences

### Section II

#### Terms

##### Alternatives

Any system or method that covers one or more of the following:

- a. Replacing the use of laboratory animals altogether.
- b. Reducing the number of animals required.
- c. Refining an existing procedure or technique to minimize the level of stress endured by the animal.

##### Animal

Any living nonhuman vertebrate used for RDTE, clinical investigations, diagnostic procedures, and instructional programs or exhibitions.

##### Clinical investigation

All activities supported by clinical investigative funds.

##### Commander

Laboratory or unit commander, institute director, or other official having equivalent authority.

##### Dealer

Any person who, in commerce, for compensation or profit, delivers for transportation (or transports, except as a carrier), buys, sells, or negotiates the purchase or sale of animals.

##### Endangered species

A species or subspecies of mammal listed as "endangered" under the Endangered Species Act.

##### Exhibition

The use of animals, including working, recreational, or ceremonial animals, in displays, demonstrations, or ceremonies.

##### Injurious wildlife

Any wildlife for which a permit is required under the Lacey Act before being imported into or shipped between the continental United States and Alaska, Hawaii, the Commonwealth of Puerto Rico, or any possessions of the United States.

##### Instructional programs

All educational and training activities, except tactical training of personnel associated with military working dogs or other working, recreational, and ceremonial animals.

##### Marine mammal

Those species of the following orders, which are morphologically adapted to the marine environment, whether alive or dead, including but not limited to any raw, dressed, or dyed fur or skin: Cetacea (whales, dolphins, and porpoises) and Pinnipedia other than walrus (seals and sea lions).

##### Nonhuman primate

Any nonhuman member of the highest order of mammals, including prosimians, monkeys, and apes.

##### Research, development, test, and evaluation

All activities supported by RDTE funds.

##### Research facility

Any school (except an elementary or secondary school), institution, organization, or person that uses or intends to use live animals in research, tests, experiments, or instructional programs.

##### Threatened species

A species of mammal listed as "threatened" pursuant to the Endangered Species Act.

1 June 1984

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By Order of the Secretary of the Army:

JOHN A. WICKHAM, JR.  
General, United States Army  
Chief of Staff

Official:

ROBERT M. JOYCE  
Major General, United States Army  
The Adjutant General

By Order of the Secretary of the Navy:

M. R. PAISLEY  
Assistant Secretary of the Navy  
(Research, Engineering and Systems)

By Order of the Secretary of the Air Force:

CHARLES A. GABRIEL  
General, USAF  
Chief of Staff

Official

JAMES H. DELANEY  
Colonel, USAF  
Director of Administration

Official

ROBERT S. COOPER  
Director  
Defense Advanced Research Projects Agency

Official

RICHARD K. SAXER  
Lieutenant General, USA  
Director, DNA

Official

JAY P. SANFORD  
President, USUHS

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Navy: Distribution: SNDL

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A3 (Chief of Naval Operations)

A4A (Chief of Naval Material)

A6 (Headquarters, U.S. Marine Corps)

21A (Fleet Commanders in Chief)

22A (Fleet Commanders)

23 (Force Commanders)

24 (Type Commanders)

E3A (Laboratory ONR)

FH1 (Medical Command)

FKA1G (Sea Systems Command Headquarters)

FKA6 (Research and Development Activities)

FM (Shore Activities under the Commander of the Director, Naval Investigative Service)

Marine Corps: Marine Corps Lists H & I

Air Force: F

DARPA: Special

DNA: Special

USUHS: Special

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Major General, United States Army  
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M. R. PAISLEY  
Assistant Secretary of the Navy  
(Research, Engineering and Systems)

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Director of Administration

Official

ROBERT S. COOPER  
Director  
Defense Advanced Research Projects Agency

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A3 (Chief of Naval Operations)

A4A (Chief of Naval Material)

A6 (Headquarters, U.S. Marine Corps)

21A (Fleet Commanders in Chief)

22A (Fleet Commanders)

23 (Force Commanders)

24 (Type Commanders)

E3A (Laboratory ONR)

FH1 (Medical Command)

FKA1G (Sea Systems Command Headquarters)

FKA6 (Research and Development Activities)

FM (Shore Activities under the Commander of the Director, Naval Investigative Service)

Marine Corps: Marine Corps Lists H & I

Air Force: F

DARPA: Special

DNA: Special

USUHS: Special

Headquarters  
Departments of the Army, the Navy  
and the Air Force; Defense Advanced  
Research Projects Agency; Defense  
Nuclear Agency; and the Uniformed  
Services University of the Health  
Sciences  
Washington, DC  
1 August 1984

Army Regulation 70-18/SECNAVINST  
3900.38B/AFR 169-2/DARPAINST 18/  
DNAINST 3216.1B/USUHINST 3203  
Change 1

Effective Upon Receipt

## Research and Development

### The Use of Animals in DOD Programs

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**Summary.** This is a change to AR 70-18/SECNAVINST 3900.38B/AFR 169-2/DARPAINST 18/DNAINST 3216.1B/USUHINST 3203, 1 June 1984. A change has been made in paragraph 9b.

**Suggested improvements.** The proponent agency of this regulation is the Office of The Surgeon General. Army users

are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA(SGRD-OP), Fort Detrick, MD 21701. Other DOD users should submit their comments and suggested improvements through the appropriate component offices listed in appendix A according to individual component policies.

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AR 70-18/SECNAVINST 3900.38B/AFR 169-2/DARPAINST 18/DNAINST 3216.1B/USUHINST 3203, 1 June 1984, is changed as follows:

*Page 3-4, paragraph 9b.* In line 3, change "paragraph 6a and b" to paragraphs 8 and 9."

## APPENDIX B

### AAALAC Instructions

## **APPENDIX B**

### **AMERICAN ASSOCIATION FOR THE ACCREDITATION OF LABORATORY ANIMAL CARE (AAALAC)**

#### **INSTRUCTIONS**

#### **DESCRIPTION OF INSTITUTIONAL ANIMAL CARE AND USE PROGRAM**

##### **FORMAT/INSTRUCTIONS**

##### **I. Introduction/Description**

1. The finalized Introduction and Description should include the subject headings and subheadings that are highlighted in bold print and underlined in the outline. The information requested may be presented in either paragraph or outline format.
2. It is imperative to respond to all items. If items are nonapplicable, please indicate.
3. For each stated heading/subheading, responses should be succinct yet provide sufficient detail so that persons not familiar with the program can understand and assess it. Each segment of the description should be complete.
4. Appendices and references to other sections, in lieu of an accurate description, are not acceptable. An accurate, but concise description is encouraged.
5. It is recommended that the Introduction and Description be entered and maintained on word processing equipment. This will facilitate additions or corrections that may occur during the site visit. In addition, this material may be used, with appropriate changes, for subsequent AAALAC site visits and internally as a resource document.

## **II. Appendices/Supplemental Information**

The following information is requested to be appended as a supplement to the Description. A summary of pertinent information contained in the appendices is also encouraged to be incorporated into the Description under appropriate headings:

1. Table of organization for the accreditable unit and the animal resource.
2. Composition (names, degrees, affiliation, position title), of the institutional animal care and use committee (IACUC).
3. Line drawing(s) of animal facilities on 8 1/2" x 11" pages.
4. Heating, ventilation and air conditioning (HVAC) data for each animal room/facility indicating: a) air exchange rates, b) source(s) of air, c) air recirculation rates if other than fresh air, d) relative pressure differentials, and e) date of most recent measurement/evaluation.
5. List of cage inventory and description, including size and materials.
6. List of current animal inventory and annual use by species.
7. Animal Usage Form (A blank form is included. Duplicate this form or make a similar form if necessary.)

To reflect the status of problematic issues and/or resolutions, the following information should be appended to the Program Description. This requirement may be waived in the absence of such issues, however, the information for the past three years should be made available for review at the site visit:

1. Pertinent minutes of IACUC meetings.
2. Reports of semiannual reviews of animal care facilities and programs by the IACUC.
3. Copies of pertinent USDA Inspection Reports.
4. Other relevant information to the animal care and use program.

### III. Typing Instructions

1. A diskette of this Outline (IBM compatible, WordPerfect 4.2 or 5.0 format) is available upon request at no charge. Inquiries are encouraged to facilitate preparation and updating.
2. Use the outline format for headings and subheadings as highlighted and underlined.
3. Information is to be provided on 8 1/2" x 11" paper with 1/2" left and right margins and 1" header and footer margins.
4. The report should be single spaced using block paragraphs.
5. A Table of Contents should accompany the Description, and pages should be numbered by section (i.e., I-1..., II-1...).
6. Matrix-dot printers should not be used unless equipped with letter-quality fonts.

### IV. Assembly/Mailing Instructions

1. Please provide four (4) sets of your completed Program Description.
2. Two-sided copies are encouraged to reduce both volume and mailing costs.
3. To facilitate copying and dissemination of the Description in the AAALAC office, **please do not staple, paper clip or otherwise bind your Description.** Use of a binder clip or rubber bands in the final assembly will be appreciated.
4. A cover sheet (letterhead) should accompany each copy of the Program Description addressing specific remarks or requests pertinent to the site visit. Please ensure that a telephone number and the AAALAC file number are indicated in the cover letter.



## FORMAT

### DESCRIPTION OF INSTITUTIONAL ANIMAL CARE AND USE PROGRAM

#### I. Introduction

- A. Name of Program Unit
- B. Overview and Purpose
- C. Description of the Organization (Attach organiz. chart plus any support comments needed.)
- D. Key Institutional Representatives
- E. Accreditation History
- F. Nature of Research, Testing, and Teaching Programs
- G. Annual Research Funding
- H. Summary of Facilities
- I. Other Units not Included in This Description
- J. Contract Facilities
- K. Other Relevant Background

#### II. Description

- A. Institutional Policies
  - 1. Monitoring the Care and Use of Animals
    - a. Institutional Animal Care & Use Committee
      - 1) Composition/Frequency of Meetings/Responsibilities of the Committee
      - 2) Review/Approval of Protocols
      - 3) Frequency of Committee Review

- b. Response to USDA Inspections
  - c. Other Procedures for Monitoring the Care & Use of Laboratory Animals
- 2. Veterinary Care
- 3. Personnel Qualifications
  - a. Animal Resource Professional / Management/ Supervisory Personnel
  - b. Animal Care Personnel
  - c. Research Staff
  - d. Use of Hazardous Agents
- 4. Personnel Hygiene
  - a. Protective / Work Clothing Provided
  - b. Shower/Change Facilities
  - c. Eating, Drinking & Smoking Policies
- 5. Occupational Health Program
  - a. Description of Program, including Personnel Included
  - b. Educational Program
  - c. Aspects Relating to Hazardous Agents
  - d. Protective Equipment / Clothing Provided
- 6. Experimentation Involving Hazardous Agents
- 7. Special Considerations
  - a. Restraint
  - b. Multiple Major Survival Surgery

**B. Laboratory Animal Husbandry**

**1. Housing**

- a. Social Environment
- b. Activity

**2. Food**

- a. Type & Source
- b. Vendor Quality Control
- c. Storage in Animal Facilities
- d. Storage in Animal Rooms
- e. How Food Is Provided
- f. Quality Control Procedures

**3. Bedding**

- a. Type and How Used
- b. Storage Facilities / Vermin Control
- c. Quality Control

**4. Water**

- a. Source, Treatment & How Provided
- b. Quality Control Methods

**5. Sanitation**

- a. Cage Sanitation
  - 1) Cage / Pen Litter Changing Frequency
  - 2) Location Where Soiled Bedding Removed

- 3) Washing / Sanitizing Frequency for:
  - a) Solid bottom cages
  - b) Cage tops
  - c) Suspended wire bottom / slotted floors
  - d) Cage racks & shelves
  - e) Cage pans under suspended cages
  - f) Floor pens, stalls, etc.
- 4) Cage Washing / Sanitizing Procedures
- 5) Cleaning / Sanitizing Agents Used
- 6) How Effectiveness of Cage Sanitation Is Monitored
- b. Sanitation of Feeding Implements
  - 1) Procedure & Frequency for Feeders
  - 2) Procedures & Frequency for Bottles
- c. Sanitation of Transport Cages & Vehicles
- d. Room Sanitation
  - 1) Frequency & Procedures
  - 2) Corridor and Support Area Cleaning
  - 3) Implements
  - 4) Separation of / Cleaning Implements by Room
- e. Waste Disposal Methods
  - 1) Soiled Bedding & Refuse
  - 2) Animal Carcasses
  - 3) Hazardous Wastes

- f. Vermin Control
    - 1) Program
    - 2) Notification of Animal Users
- 6. Animal Identification and Records
  - a. Methods for Identification of Each Species
  - b. Procedures for Maintaining Individual Records
- 7. Provisions for Emergency, Weekend and Holiday Care
  - a. Procedures for Weekend / Holiday Care
  - b. Procedures for Contacting Responsible Animal Care and/or Veterinary Personnel
  - c. Procedures for Monitoring Animal Facility Mechanical Systems

**C. Veterinary Care**

- 1. Preventive Medicine
  - a. Animal Procurement
  - b. Quarantine, Stabilization & Isolation
    - 1) Receiving & Initial Evaluation Procedures
    - 2) Quarantine Facilities for Purpose-Bred Animals
    - 3) Quarantine Facilities for Random-Source Animals
    - 4) Isolation Facilities for Ill Animals
  - c. Separation by
    - 1) Species

- 2) Source
- 3) Health Status
- 2. Surveillance, Diagnosis, Treatment & Control of Animal Diseases
  - a. Program
    - 1) Daily Observation of Animals
    - 2) Procedure for Providing Veterinary Care
    - 3) Medical Records Maintenance Procedures
      - a) Documenting observations & treatments
      - b) Responsibility for medical records
    - 4) Preventative medicine programs for each species.
    - 5) Animal Health Monitoring
  - b. Diagnostic Resources
    - 1) Clinical Laboratory
    - 2) Necropsy/Histology
    - 3) Use of Available Diagnostic Resources Including Commercial Labs
    - 4) Radiology
- 3. Anesthesia and Analgesia
  - a. Agents Used for Each Species
  - b. Guidelines Provided by the Veterinarian
  - c. Monitoring the Use of Analgesics & Anesthetics
  - d. Training & Experience of Personnel Who Perform Anesthesia

- e. Safety Procedures for Use of Explosive or Flammable Agents
- f. Waste Anesthetic Gas Scavenging
- 4. Survival Surgery and Postsurgical Care
  - a. Non-Rodent Mammalian Species
    - 1) Professional Supervision; Where Performed
    - 2) Description of the Program
    - 3) Major Support Equipment Available
    - 4) Training & Experience of Personnel Performing Surgery
    - 5) Postoperative Care Responsibility/Maintenance of Post-Op Care Records
  - b. Rodent Species
    - 1) Facilities for Survival Rodent Surgery
    - 2) Types of Procedures Performed
    - 3) Techniques Used to Prevent Infection
- 5. Euthanasia
  - a. Methods for Each Species
  - b. Training & Experience of Personnel
- D. Physical Plant (Repeat this section for each facility.)
  - 1. General Arrangement & Condition of Animal Rooms
    - a. Location and General Arrangements
      - 1) Location of Animal Facility
      - 2) Physical Relationship with Research Labs

3) General Type of Animal Facility Design

4) Specialized Animal Housing Systems

5) Cubicle Availability & Design

b. Functional Space

1) Total Net Sq. Ft. of Room Space, Excluding Corridors & Mechanical Area

2) Acreage of Farm Space

3) Number of Animal Rooms & Sq. Footage in the Following Areas:

a) Indoor space, A/C & heated

b) Indoor space, heated, no A/C

c) Indoor space, not environmentally controlled

d) Outdoor kennels, etc.

e) Pasture

2. Support Areas

1) Receiving

2) Rodent/Rabbit Quarantine

3) Random Source Animal Quarantine

4) Isolation for Sick Animals

5) Aseptic Surgery

6) Necropsy

7) Radiology

8) Diet Kitchen



- 9) Feed Storage
- 10) Bedding Storage
- 11) Cage Wash
- 12) Clean Cage Storage
- 13) Incinerator
- 14) Diagnostic Lab
- 15) Animal Procedural Space
- 16) Personnel Facilities
- 17) Lounge Facilities
- 18) Administrative Space
- a. Cage Sanitation Facilities
  - 1) Location
  - 2) General Features
  - 3) Equipment
- b. Facilities for Aseptic Surgery
  - 1) Areas for :
    - a) Surgery
    - b) Animal preparation
    - c) Sterile supply preparation & storage
    - d) Surgeon preparation
    - e) Postoperative care

2) General Construction Features of Operating Room

- a) Interior surfaces
- b) Ventilation system
- c) Lighting
- d) Outlets
- e) Scavenging
- f) Fixed equipment

3) Number of Surgical Procedures Performed Each Year

3. General Features of Animal Rooms (Describe each facility separately.)

- a. Composition of floors, walls, ceilings
- b. Doors
- c. Plumbing Features
- d. Lighting System
- e. Heating, Ventilation and Air Conditioning (HVAC) System  
(Include temp. & humidity control - indiv. room or zone, AC/hr., % fresh makeup air, relative air pressure, energy recovery systems. Describe how ventil. rates, temp. & humid. are monitored. Provide engineering documentation.)
- f. Receptacles

4. Other Features & Facilities

- a. Emergency Power
  - 1) What Features Are on System:
  - 2) History of Power Outages: (Include any animal losses associated with failures.)

- b. Storage Areas (feed, bedding, drugs, equipment)
- c. Noise Control / Environmental Monitoring / Security
  - 1) Design Features to Reduce Noise
  - 2) Alarm / Security Systems
- d. Miscellaneous Animal Care & Use Equipment
  - 1) Transport Vehicles
  - 2) Other Animal Care Related Equipment Available

E. Special Considerations

1. Genetics & Nomenclature

- a. Program for Advising Investigators on Selection of Animals Based on Genetics
- b. Program for Advising Investigators on Use of Standardized Nomenclature
- c. Breeding Colony Maintenance
  - 1) Species, Stocks, & Strains
  - 2) Breeding Scheme
  - 3) Genetic Monitoring Program
  - 4) Use of Substrain Designation When Reporting Experimental Results

2. Facilities and Procedures for Animal Research Involving Hazardous Agents

- a. Agents Used (In each of the following, indicate the Biosafety Level (I, II, or III) for each agent, the conc., route of admin., duration of exposure, & how long animal is maintained.)
  - 1) Radioactive Substances

2) Infectious Agents

3) Toxic Chemicals

b. Facilities

1) Availability of Specialized Containment

2) Other Containment Areas

c. Animal Care Program

3. Farm Animals

**ANIMAL USAGE**

In order to assist the site visitors in their evaluation of the animal care and use program, please provide the information requested below. Information, organized by species should be given on all animals used in research, teaching or testing, including those which may be used or housed in laboratories outside the animal care facility. Of particular interest is information on those animals which are used in research projects involving recovery surgical procedures, behavioral or other testing requiring chairing or other forms of restraint, or exposure to potentially hazardous materials.

PRINCIPAL  
INVESTIGATOR

LOCATION  
OF USE

TYPE OF  
PROCEDURE

APPROXIMATE  
NUMBER/YEAR

## **APPENDIX C**

### **Status of AAALAC Accreditation of DoD Facilities**

## **Appendix C**

### **Status of AAALAC Accreditation of DoD Facilities**

#### **I. DoD Facilities Accredited by AAALAC for Fiscal Year 1993**

##### **I.1 DoD Facilities:**

- Armed Forces Institute of Pathology, Washington, D.C.
- Armed Forces Radiobiology Research Institute, Bethesda, MD
- Uniformed Services University of the Health Sciences, Bethesda, MD

##### **I.2 U.S. Army Facilities:**

- U.S. Army Research Institute of Environmental Medicine, Natick, MA
- U.S. Army Medical Research Institute of Chemical Defense, Aberdeen Proving Ground, MD
- U.S. Army Medical Research Institute of Infectious Diseases, Fort Detrick, MD
- U.S. Army Aeromedical Research Laboratory, Fort Rucker, AL
- U.S. Army Biomedical Research and Development Laboratory, Fort Detrick, MD
- U.S. Army Edgewood Research, Development and Engineering Center; U.S. Army Research Laboratory Human Research and Engineering Directorate, Aberdeen Proving Ground, MD (shared facility)
- William Beaumont Army Medical Center, Department of Clinical Investigation, Biological Research Service, El Paso, TX
- Tripler Army Medical Center, Tripler, Army Medical Command, Hawaii
- Fitzsimons Army Medical Center, Aurora, CO
- Laboratory Animal and Surgery Service, Department of Clinical Investigations, Madigan Army Medical Center, Tacoma, WA

- Army Environmental Hygiene Agency, Aberdeen Proving Ground, MD
- U.S. 1st Army Special Warfare Training Group, Fort Bragg, Fayetteville, NC

### **I.3 U.S. Navy Facilities:**

- Naval Aerospace Medical Research Laboratory, Pensacola, FL
- Naval Dental Research Institute, Naval Training Center, Great Lakes, IL
- The Naval Medical Research Institute Toxicology Detachment, Wright-Patterson Air Force Base (uses accredited Air Force facility of Armstrong Laboratory at Wright-Patterson Air Force Base)
- Naval Medical Center, Microvascular Surgery Laboratory, Oakland, CA
- Naval Medical Center, Clinical Investigation Program, San Diego, CA
- Naval Medical Center, Clinical Investigation and Research, Portsmouth, VA

### **I.4 U.S. Air Force Facilities:**

- Armstrong Laboratory - Wright-Patterson, Wright-Patterson Air Force Base, OH
- Armstrong Laboratory - Brooks, Brooks Air Force Base, TX
- Clinical Research Laboratory, 81st Medical Group, Keesler Air Force Base, MS
- Clinical Investigation Directorate, Wilford Hall Medical Center, Lackland Air Force Base, TX
- Clinical Investigation Facility, 60th Air Mobility Command, Travis Air Force Base, CA

## **II. DoD Facilities Not Accredited by AAALAC for Fiscal Year 1993**

The following DoD research facilities were identified as non-AAALAC accredited during the review period covering fiscal year 1993 with a status summary regarding AAALAC accreditation or basis for not seeking AAALAC accreditation:

## **II.1 U.S. Army Facilities:**

- U.S. Army Institute of Surgical Research, Fort Sam Houston, Texas. This facility, which is involved in medical research programs, is pursuing AAALAC accreditation. New animal facilities are in construction in a joint program with Brooke Army Medical Center.
- Walter Reed Army Institute of Research, Washington, D.C. While this facility is currently seeking funds for construction of a new facility at Forest Glen, Maryland, it is pursuing AAALAC accreditation of the interim animal housing facilities.
- U.S. Army Dental Research Detachment, WRAIR, Washington, D.C. This facility will be collocated with the Naval Dental Research Institute, Great Lakes, Illinois as a result of the Base Realignment and Closure Act. It is presently housed at WRAIR and uses their animal facilities.
- U.S. Army Dugway Proving Ground, Dugway, Utah. Reconstruction of the research facility is scheduled to begin in October 1994; upon completion of construction program, the facility will seek AAALAC accreditation.
- Walter Reed Army Medical Center, Washington, D.C. This clinical investigations research facility will undergo renovation to the facility beginning in February 1994. After the renovation is completed at the end of 1994, the facility will pursue AAALAC accreditation.
- Dwight David Eisenhower Army Medical Center, Fort Gordon, Georgia supports a clinical investigation program and is pursuing AAALAC accreditation.
- Brooke Army Medical Center, Fort Sam Houston, Texas. The Department of Clinical Investigations is currently in the middle of a research facility construction program which includes a joint animal housing facility in collaboration with the U.S. Army Institute of Surgical Research. This facility will be completed in mid-year 1995. Following completion of the construction program AAALAC accreditation will be sought.
- The U.S. Army Medical Department Center and School, Fort Sam Houston, Texas is pursuing AAALAC accreditation.



Overseas facilities:

- U.S. Army Medical Research Unit, Brazil. One animal lab has been closed and the future of animal use at this facility is currently under consideration.
- U.S. Army Medical Research Unit, Kenya. This overseas research facility will not seek AAALAC accreditation. Beginning in fiscal year 1995, this facility will be conducting research only in human volunteer clinical studies.
- Armed Forces Research Institute of Medical Sciences, Thailand. This overseas facility conducts infectious diseases research in conjunction with the Royal Thai Army Institute of Pathology and is pursuing AAALAC accreditation.

**II.2 U.S. Navy Facilities:**

- The Naval Medical Research Institute Bethesda, MD requires renovation to its animal facility. Alternatives to construction are being considered including leasing of commercial facility space of adequate design to meet both research and animal housing requirements. The facility is pursuing AAALAC accreditation.
- Naval Command, Control, and Ocean Surveillance Center RDT&E Division, San Diego, California. This facility is involved in non-medical research primarily in the areas of sonar research programs. While the research program is conducted in open pen and open ocean facilities using marine mammals, the facility is pursuing AAALAC accreditation.

Overseas facilities:

- The Naval Medical Research Unit, Jakarta, Indonesia conducts infectious diseases research. This facility is pursuing AAALAC accreditation.
- The Naval Medical Research Unit, Cairo, Egypt. This facility is pursuing AAALAC accreditation.
- The Naval Medical Research Institute Detachment, Lima, Peru had several recommendations noted in the OIG-DoD report which are being or have been corrected. The facility is pursuing AAALAC accreditation.

**II.3 U.S. Air Force Facilities:**

- Aerophysics Systems Flight Office, Arnold Air Force Base, Tennessee. This facility no longer purchases or houses live animals. AAALAC accreditation is not applicable.

The following facility is involved in biological education for which small numbers of animals are maintained for limited duration. The facilities are governed by the Animal Welfare Act.

- U.S. Air Force Academy, Colorado Springs, Colorado. This facility has not sought accreditation at this time as the current physical facility cannot be brought to AAALAC standards at a reasonable cost. In addition to short-term initiatives such as reduction of the colony size, construction of new laboratory facilities, including a new animal facility built to meet present standards, is expected to begin April 1, 1994. AAALAC accreditation will be sought after this new facility is completed.

## APPENDIX D

### Letter from Dr. Martin Stephens



The Humane Society of the United States  
2100 L Street, N.W.  
Washington, D.C. 20037  
(202) 452-1100  
FAX (202) 778-6132

February 7, 1992

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Dr. Harry Salem  
U.S. Army CRDEC  
SMCCR-RST  
Aberdeen Proving Ground, MD 21010

Dear Harry:

Congratulations on organizing what was clearly a successful conference on alternatives. What was particularly heartening from my perspective was all the new faces I had not seen before on the alternatives "circuit." We need that new blood and diversity.

If you are organizing another conference on alternatives, and could use a speaker from an animal protection organization, just let me know. I would be happy to oblige.

Again, congratulations.

Best wishes,

Martin L. Stephens, Ph.D.  
Vice President  
Laboratory Animals

## **APPENDIX E**

### **Professional Background of IACUC Chairpersons**

## Appendix E

### Professional Background of IACUC Chairpersons

TITLE	EXPERIENCE
Audiologist	Ph.D., Twenty years experience directing research activities, formal training in research design, statistics and human use of laboratory animals.
Biologist	Ph. D. in Biology, supervised research projects at research laboratory and has experience in veterinary hospital.
Biologist	Ph. D. in Biology, Project Manager in the Experimental Hematology department, 5 years experience on IACUC, 30 years biomedical research experience, over 170 scientific publications, past president of the Association for Gnotobiotics.
Chemist/envi ronmental engineer	Ph. D. Chemistry, MS environmental engineering, 18 years research experience.
Chemist	Ph. D. in analytical chemistry, served on IACUC for four years.
Human Systems Research Scientist	BS, MS in Physics, statistics instructor, member Alabama Academy of Science, authored several scientific publications on acoustics, vision and visual display factors.
Industrial Hygienist	Ph. D., 15 years experience in public health.
Marine Mammal Scientist	Over 21 years experience as a marine mammal scientist, numerous publications and presentations to professional peers in the U.S. and abroad. Holds a BS in Zoology and MS in Biology.
Mechanical Engineer	Previous experience as a principal investigator on studies involving the use of non-human primates. Has over 3 years experience as Chairperson of the IACUC.
Microbiologist	BS in Biology, Ph. D. in Microbiology; experienced in both human and animal research, has 12 publications in peer-reviewed journals.
Microbiologist	Sixteen years experience in biomedical research.
Microbiologist	Nineteen years experience with IACUC, research includes development of artificial human skin as a model.

<b>TITLE</b>	<b>EXPERIENCE</b>
Oral Pathologist	Diplomate, American Board of Oral Pathology, fellow in the Am Acad of Oral Pathology, served as a member of the Editorial Board for the Journal of Oral Surgery, Oral Medicine, and Oral Pathology; over 45 peer-reviewed articles and 75 presentations.
Pathologist	Ph. D., graduate research work and published studies using rats and mice.
Physician	Senior physician, chairperson of the Department of Otolaryngology.
Physician	Received formal research training during research fellowship. Experience with rabbit and swine models as well as tissue culture models.
Physician	Diplomate of the National Board of Medical Examiners and National Board of Pediatrics, fellowship at St Jukes Children's Research Hospital.
Physician	Board certified in Internal Medicine.
Physician	Senior military physician with over 20 years experience in medical research.
Physician	MS in statistics, board certified in Internal Medicine, experienced as both a researcher and instructor in advance trauma and life support.
Physician	Preventive medicine and occupational medicine specialist, 2 years experience as IACUC chairman.
Physician	Nationally recognized expert in pediatrics and adolescent medicine, well published with extensive human and animal research.
Physician	Ph. D. in microbiology, board certified in Internal Medicine and Gastroenterology.
Physician	Board certified Pediatrics and Pediatric Endocrinology, completed research fellowship, experienced in research design and protocol review, 24 years experience.
Physician	Ph. D. in biochemistry, 30 years experience as researcher, board eligible in Internal Medicine
Physiologist	Ph. D., over 23 years research experience in non-human primate reproductive endocrine studies, 22 years experience on IACUC.

TITLE	EXPERIENCE
Physiologist	Extensive exercise physiology background, to include experimental design. Thoroughly familiar with applicable Federal regulations on animal use.
Physiologist	Ph. D. in Physiology and Biophysics, extensive experience in animal research and with in vitro assays using tissue culture. Also serves on one of the NIH's IACUCs.
Professor of Anatomy	Ph. D., over 30 years research experience
Psychologist	Ph. D. in research psychology. Over 21 years experience in animal research, special interest in environmental enrichment for non-human primates; associate editor of the Journal of the Experimental Analysis of Behavior ; instructor in Laboratory Animal ethics workshop.
Statistician	MS in mathematics, eight years experience in experimental design. Seven years experience on IACUC.
Veterinarian	Ph. D. Microbiology, Head of Virology Division. Board eligible in Laboratory Animal Medicine.
Veterinarian	Completed Laboratory Animal Medicine Residency program, additional training in comparative pathology and pathology of laboratory animals.
Veterinarian	Veterinary pathologist with over 25 years experience in laboratory animal medicine; also served for 4 years as member of the Animal Resources Review Committee, NIH.
Veterinarian	Board certified in Laboratory Animal Medicine; 15 years experience in infectious disease.
Veterinarian	Board-certified in Laboratory Animal Medicine, experience in designing and constructing animal care and research facilities and ensuring compliance with Federal regulations regarding animal care and use. Ten years experience on IACUCs.
Veterinarian	Senior military veterinarian with extensive experience in all areas of military veterinary practice.
Veterinarian	Board certified in veterinary pathology. 11 years experience in animal research including serving as a member of several IACUCs.
Veterinarian	Board certified in veterinary pathology, 9 years experience in medical research.



## **APPENDIX F**

### **Dissemination of Information on Animal Care and Use**

## **Appendix F**

### **Dissemination of Information on Animal Care and Use**

- Posters throughout the facility advising employees and the public on procedures for filing animal care and use complaints emphasize that individuals do not have to use the chain of command but can go directly to the IACUC chairman or the IG.
- Annual briefings to all facility personnel on the Inspector General complaint process
- Notices posted on bulletin boards throughout the facility on how to register a complaint
- Mandatory investigator training courses
- Mandatory monthly seminars
- Researchers and technicians required to have documented appropriate training before performing procedures on animals.
- Research staff and graduate students required to attend a training course on the humane and ethical use of animals prior to engaging in research activities.
- Provide each investigator with operating instructions and manuals.
- Posters announcing availability of anonymous "hot line" for registering concerns/complaints

## **APPENDIX G**

### **Examples of Training and Information Provided to IACUC Members**

## **Appendix G**

### **Examples of Training and Information Provided to IACUC Members**

OPRR Institutional Animal Care and Use Guidebook

NIH Publication 85-23, Guide for the Care and Use of Laboratory Animals

PHS Policy on Humane Care and Use of Laboratory Animals

Animal Welfare Act

Local manuals on care and use of research animals

The Journal "Lab Animal"

Newsletter from the National Association for Biomedical Research

Video tapes

AAALAC program description

One-on-one briefings

Quarterly ethics workshop

Ethics in Research training courses

Copy of DoD regulation on use of animals in research

Funded attendance at workshops by Scientists Center for Animal Welfare

Funded attendance at the Public Responsibility in Medicine and Research conference  
"Animal Research Committees: Ethics, Education and Economics," Boston, March 93

Provided course "Animals in Medical Research - Guidelines" 3.5 hour course at  
National Naval Medical Center

Provided continuing education training material to each member monthly

Journal articles and newsletters provided to members and discussed at the committee

Provided membership in the American Association of Laboratory Animal Science

## APPENDIX H

### Chain of Command

## Appendix H

### CHAIN OF COMMAND - ARMY Research

FACILITY	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5	LEVEL 6
US Army Research Institute of Environmental Medicine, Natick, MA	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
US Army Medical Research Institute of Chemical Defense, Aberdeen Proving Ground, MD	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
US Army Medical Research Institute of Infectious Diseases, Ft. Detrick, MD	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
US Army Aeromedical Research Laboratory, Ft. Rucker, AL	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
US Army Institute of Surgical Research, Ft. Sam Houston, TX	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	

**CHAIN OF COMMAND - ARMY**  
**Research (cont)**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>	<b>LEVEL 6</b>
US Army Biomedical Research and Development Laboratory, Ft. Detrick, MD	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Walter Reed Army Institute of Research, Washington, DC	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
US Army Medical Research Unit 3501, Brazil [Closed Effective Oct 93]	Walter Reed Army Institute of Research	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense
US Army Medical Research Unit, Kenya	Walter Reed Army Institute of Research	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense
Armed Forces Research Institute of Medical Sciences, Bangkok, Thailand	Walter Reed Army Institute of Research	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense
US Army Dental Research Detachment, Great Lakes, MI	Walter Reed Army Institute of Research	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense
Human Research and Engineering, Aberdeen Proving Ground, MD	US Army Research Laboratory	Army Materiel Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	

# **CHAIN OF COMMAND - ARMY** **Research (cont)**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>	<b>LEVEL 6</b>
US Army Edgewood Research, Development and Engineering Center, Aberdeen Proving Ground, MD	US Chemical Biological Defense Command	Army Materiel Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Extramural Contracts, Army Research Office, Research Triangle Park, NC	Army Materiel Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense		
Medical Extramural Contracts, US Army Medical Materiel Development Activity, Ft. Detrick, MD	US Army Medical Research and Development Command	Office of the Surgeon General	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	



# **CHAIN OF COMMAND - ARMY** **Education**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>
Walter Reed Army Medical Center, Washington, DC	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
William Beaumont Army Medical Center, El Paso, TX	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Tripler Army Medical Center, Honolulu, HI	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Fitzsimons Army Medical Center, Aurora, CO	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Madigan Army Medical Center, Tacoma, WA	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Dwight David Eisenhower Army Medical Center, Ft. Gordon, GA	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Brooke Army Medical Center, Ft. Sam Houston, TX	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
Army Environmental Hygiene Agency, Aberdeen Proving Ground, MD	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	

### CHAIN OF COMMAND - ARMY Training

FACILITY	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
Army Medical Department Center and School, Ft. Sam Houston, TX	Health Services Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	
US 1st Army Special Warfare Training Group, Ft. Bragg, Fayetteville, NC	US Army Special Operations Command	Office of Chief of Staff, US Army	Office of Secretary of the Army	Office of Secretary of Defense	

### CHAIN OF COMMAND - ARMY Testing

FACILITY	LEVEL 1	LEVEL 2	LEVEL 3	LEVEL 4	LEVEL 5
US Army Dugway Proving Ground, Dugway, UT	Test and Evaluation Command	Army Materiel Command	Office of Chief of Staff, US Army	Office of Secretary of Army	Office of Secretary of Defense

# **CHAIN OF COMMAND - NAVY Research**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>	<b>LEVEL 6</b>
Naval Aerospace Medical Research Laboratory, Pensacola, FL	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense	
Naval Dental Research Institute, Great Lakes, IL	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense	
Naval Medical Research Institute, Bethesda, MD	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense	
US Naval Medical Research Unit #2, Jakarta, Indonesia	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense	
US Naval Medical Research Unit #3, Cairo, Egypt	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense	
US Naval Medical Research Institute Detachment #3800, Lima, Peru	Naval Medical Research Institute	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense
Naval Medical Research Institute/ Toxicology Division, Wright-Patterson AFB, OH	Naval Medical Research Institute	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense

# **CHAIN OF COMMAND - NAVY** **Research (cont)**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>	<b>LEVEL 6</b>
Naval Command, Control and Ocean Surveillance Center, San Diego, CA	Office of the Chief of Naval Research	Office of Assistant Secretary of the Navy (RD&A)	Office of Secretary of the Navy	Office of Secretary of Defense		
Office of Naval Research Washington, DC	Office of Assistant Secretary of the Navy (RD&A)	Office of Secretary of the Navy	Office of Secretary of Defense			
Extramural Contracts	Naval Medical Research and Development Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense	

# **CHAIN OF COMMAND - NAVY** **Education**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>
Naval Medical Center, Department of Surgery, Oakland, CA	Naval Health Sciences, Education and Training Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense
Naval Medical Center, Clinical Investigation Program, San Diego, CA	Naval Health Sciences, Education and Training Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense
Naval Medical Center, Clinical Investigation Program, Portsmouth, VA	Naval Health Sciences, Education and Training Command	Bureau of Medicine and Surgery	Office of Chief of Naval Operations	Office of Secretary of the Navy	Office of Secretary of Defense

# **CHAIN OF COMMAND - AIR FORCE Research**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>
Armstrong Laboratory, Wright-Patterson AFB, OH	Human Systems Center	Air Force Materiel Command	Office of Chief of Staff, USAF	Office of Secretary of the Air Force	Office of Secretary of Defense
Armstrong Laboratory, Brooks AFB, TX	Human Systems Center	Air Force Materiel Command	Office of Chief of Staff, USAF	Office of Secretary of the Air Force	Office of Secretary of Defense
Aerophysics Systems Flight Office, Arnold AFB, TN	Arnold AFB Commander	Air Force Materiel Command	Office of Chief of Staff, USAF	Office of Secretary of the Air Force	Office of Secretary of Defense
Extramural Contracts	Air Force Office of Scientific Research	Air Force Materiel Command	Office of Chief of Staff, USAF	Office of Secretary of the Air Force	Office of Secretary of Defense

# **CHAIN OF COMMAND - AIR FORCE** **Education**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>	<b>LEVEL 4</b>	<b>LEVEL 5</b>
Keesler Medical Center, Keesler AFB, MS	Keesler Technical Training Center	Air Education and Training Command	Office of Chief of Staff, USAF	Office of Secretary of the Air Force	Office of Secretary of Defense
Wilford Hall Medical Center, Lackland AFB, TX	Air Education and Training Command	Office of Chief of Staff, USAF	Office of Secretary of the Air Force	Office of Secretary of Defense	
David Grant USAF Medical Center, Travis AFB, CA	60 Airlife Wing, Travis AFB	22 <sup>nd</sup> Air Force, Travis AFB	Air Mobility Command	Office of Chairman, Joint Chiefs of Staff	Office of Secretary of Defense
US Air Force Academy, Colorado Springs, CO	Superintendent USAFA	Office of Chief of Staff, USAF	Office of Secretary of the Air Force	Office of Secretary of Defense	

**CHAIN OF COMMAND - TRI-SERVICE DoD FACILITIES  
Research**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>
Armed Forces Institute of Pathology, Washington, DC	Office of Surgeon General US Army	Office of Assistant Secretary of Defense/Health Affairs	Office of Secretary of Defense
Armed Forces Radiobiology Research Institute, Bethesda, MD	Uniformed Services University of the Health Sciences	Office of Assistant Secretary of Defense/Health Affairs	Office of Secretary of Defense

**CHAIN OF COMMAND - TRI-SERVICE DoD FACILITIES  
Education**

<b>FACILITY</b>	<b>LEVEL 1</b>	<b>LEVEL 2</b>	<b>LEVEL 3</b>
Uniformed Services University of the Health Sciences, Bethesda, MD	Office of Assistant Secretary of Defense/Health Affairs	Office of Secretary of Defense	



## **APPENDIX I**

### **Journals With DoD Animal Research Publications**

## **Appendix I**

### **Examples of Journals With DoD Animal Research Publications**

Acta Tropica  
American Journal of Tropical Medicine Hygiene  
American Journal of Veterinary Research  
American Journal of Physiology  
Behavioral and Neural Biology  
Blood  
Brain Research Bulletin  
Brain Research  
Chemical Biological Interactions  
Clinical Research  
Drug and Chemical Toxicology  
Drug Development Research  
Endocrinology  
Epilepsy Research  
European Journal of Immunology  
Experimental Hematology  
Experimental Parasitology  
Fundamental Applied Toxicology  
Gastroenterology  
Infection and Immunity  
International Journal of Radiation Biology  
Journal of Analytical Toxicology  
Journal of Chromatography  
Journal of Clinical Microbiology  
Journal of Experimental Medicine  
Journal of Immunology  
Journal of Infectious Disease  
Journal of Investigative Surgery  
Journal of Medical Entomology  
Journal of Pharmacology and Experimental Therapeutics  
Journal of Pharmacy and Pharmacology  
Journal of Physiology  
Journal of Submicroscopic Cytology and Pathology  
Journal of the American Mosquito Control Association  
Journal of the American Veterinary Medicine Association  
Journal of the Experimental Analysis of Behavior  
Laboratory Animals  
Laboratory Animal Science  
Lymphokine and Cytokine Research

Medical Veterinary Entomology  
Neuropharmacology  
Pharmacology, Biochemistry and Behavior  
Physiology and Behavior  
Proceedings of the Society of Experimental Biology and Medicine  
Proceedings of the National Academy of Science  
Radiation Research  
Thrombosis Haemostasis  
Toxicologist  
Vaccine